



**ADDENDUM
REQUEST FOR PROPOSAL
GROUNDS MAINTENANCE AND MOWING SERVICES
CITY OF AUSTIN, TEXAS**

Solicitation: 8600 JRD3005

Addendum No: 3

Date of Addendum: November 21, 2018

This addendum is to incorporate the following changes to the above-referenced solicitation.

1.0 **Changes:** Extended the solicitation due dates as follows;

1.1 Proposal Due Prior To time and date is changed to **2:00 PM, Thursday, December 6, 2018**

1.2 Proposal Opening Time and Date is changed to **3:00 PM, Thursday, December 6, 2018**

2.0 Delete **Section 0400 - Supplemental Purchase Provisions** in its entirety and replace with **Section 0400 - Supplemental Purchase Provisions Version 1.1 11/21/2018**. The following was added to the document:

16. **WORKING ON OR NEAR ENERGIZED EQUIPMENT – ARC FLASH PROTECTION (reference Section 0300 Paragraph 11. Compliance With Health, Safety, and Environmental Regulations): Contractor's employees shall wear at all times the proper personal protective equipment and clothing required for the head, face, torso, arms, hands, and lower body that provides a minimum Arc Thermal Protection Value (ATPV) of 12 calories per square centimeter (cal/cm²) when working on or near energized electrical equipment, or greater, if required by the NFPA Standard 70E and/or Article 410 of the NESC for the work being performed.**

3.0 Delete **Section 0500 - Scope of Work** in its entirety and replace with **Section 0500 - Scope of Work Version 1.1 11/21/2018**. The following was added to the document:

2.6.14 Additional Services

2.6.14.1 The City may request additional services from the Contractor on an as-needed basis. These services shall be quoted using the applicable labor rates and discounts off catalog pricing or markup to costs for materials as indicated in Category 2 of Attachment A - Price Sheet. For additional service requests, the City may elect to request time and material quotes from all awarded Contractors to this solicitation and award the service request to the lowest quote that meets the project requirements.

2.6.14.2 Chemical Applications (Fertilizer, Herbicides, and Pesticides)

The Contractor shall:

2.6.14.2.1 Only apply herbicides and pesticides under the supervision of a current Licensed Pesticide Applicator certified by the State of Texas Department of Agriculture. The Contractor shall submit proof copies of the employee(s) current applicator license prior to the start of work and within five (5) business days upon request by the City.

2.6.14.2.2 Only provide pest control services if requested by the Contract Manager or designee in writing. If requested, the Contractor shall abide by the City's Integrated Pest Management (IPM) Program. City IPM can be found at: <http://www.austintexas.gov/ipm>.

2.6.14.2.3 Submit a list of any chemicals to be used for services on this contract to the Contract Manager or designee prior to any application. The Contract Manager or designee will provide written approval to the Contractor before any chemical will be allowed for use. The Contractor may submit a request at any time. Provide material Safety Data Sheets (SDS) for all chemicals approved for use.



2.6.14.2.4 Not use chemicals that will damage grass, ground cover, shrubs, trees, animals or other wildlife.

2.6.14.2.5 Not use chemicals within 50 feet of an open waterway.

2.6.14.2.6 Not apply chemicals on a windy day, which is defined as wind speeds greater than eight miles per hour (8 mph).

2.6.14.3 Landscape Irrigation Maintenance and Repair

The Contractor shall:

2.6.14.3.1 Perform irrigation repair using a Contractor employee that is licensed by the Texas Commission on Environmental Quality as a Landscape Irrigator, Technician, and Inspector as appropriate for the services being performed. The Contractor shall submit proof copies of the employee(s) current license prior to the start of work and within five (5) business days upon request by the City.

2.6.14.3.2 Perform operational checks of the irrigation system to evaluate performance at each location as requested. During an irrigation system performance check, complete the following tasks at a minimum:

2.6.14.3.2.1 Document the location, make, and model of the controller

2.6.14.3.2.2 Verify the backflow prevention is operational

2.6.14.3.2.3 Check and adjust the rain sensor is operational

2.6.14.3.2.4 Check and adjust the sprinkler heads for proper coverage

2.6.14.3.2.5 Program system operation days, start times, and cycle lengths as requested by the Contract Manager or designee

2.6.14.3.2.6 Provide the Contract Manager or designee with an itemized estimate for any needed repairs

2.6.14.3.3 Be able to repair, replace, and adjust sprinkler heads, control valves, and irrigation lines.

2.6.14.3.4 Be able to troubleshoot system controller mechanisms, add-on system hardware, and solar powered systems.

2.6.14.3.5 Not proceed with any suggested repairs without written approval from the Contract Manager or designee prior to the start of the repair work.

2.6.14.3.6 Winterize sprinkler and irrigation systems as requested.

2.6.14.3.7 Use new Original Equipment Manufacturer (OEM) parts for repair. If OEM parts are not available, the Contractor shall request written authorization from the Contract Manager or designee to use non-OEM parts.

2.6.14.3.8 Additional landscape irrigation services may include other installation and repair services.

2.6.14.4 Other services may include but not limited to spreading mulch, spreading decomposed granite, landscape plant replacement and installation.

2.7.2.7 Austin Energy location services shall be performed at a time and schedule as mutually agreed to between the Contractor and Contract Manager or designee. Austin Energy reserves the right to make modifications to the schedule as needed and special conditions arise. The locations are accessible between the hours of 8:00 a.m. to 6:00 p.m. Austin Energy will provide clear descriptions of the grounds maintenance areas at each location.

2.7.2.7.1 Austin Energy locations shall include maintenance of landscaped flower beds and shrubs located on the property. This maintenance work shall include but is not limited to, the removal of weeds, trash, leaves, dead plant material, trimming of hedge-type shrubbery and groundcover plants.



4.0 Delete **Attachment A - Price Sheet Version 1.1 11/9/2018** in its entirety and replace with **Attachment A - Price Sheet Version 1.2 11/21/2018** to add additional locations under Category 1 – Grounds Maintenance and Mowing Services, Group F. Austin Energy Locations and additional Labor Rates under Category 2 – Non-Specified Items.

5.0 Add **Attachment G - Austin Energy Substation Locations and Site Descriptions** to the solicitation.

6.0 **Questions and Answers.**

Q1: Is the bid tabulation on the previous Austin Energy substation grounds maintenance solicitation IFB 1100 GGH0203 available?

A1: The documents for solicitation GGH0203 can be accessed [here](#). Click the *Bid Tabulation* or *Download* button to view.

Q2: Is the Austin Energy contract available?

A2: No, the Austin Energy contract MA 1100 NA180000012 is not available in the City's Austin Finance Online application.

Q3: Why is the Austin Energy locations getting added to this solicitation?

A3: The current Contractor elected to not execute the next contract option renewal.

Q4: Are the actual mowing acreage numbers available for Austin Energy?

A4: Unfortunately, the City does not have accurate acre estimates for these properties. Attachment G has been provided to give an indication of the mow areas.

Q5: Will the Austin Energy locations be around energized electrical equipment? Will we need special equipment or clothing to near the energized electrical equipment?

A5: Yes, some of the locations will be around energized electrical equipment. The City will require Contractor personnel to wear personal protective equipment (PPE) and clothing that provides a minimum Arc Thermal Protection Value, see updated Section 0400 - Paragraph 16 that identifies working on or near energized equipment. The Austin Energy Contract Manager or designee will work with the Contractor to identify the site locations that will require the use of PPE and clothing.

Q6: How will we gain access to the restricted Austin Energy locations?

A6: Austin Energy will provide access to any restricted work locations as necessary during Austin Energy's normal working business hours.

7.0 **ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**

BY THE SIGNATURES affixed below, this Addendum is hereby incorporated into and made a part of the above-referenced Invitation for Bid.

ACKNOWLEDGED BY:

Vendor Name

Authorized Signature

Date

RETURN A COPY OF THIS ADDENDUM
to the Purchasing Office, City of Austin, Texas with your bid.
Failure to do so may constitute grounds for rejection of your bid.